

Bevendean Primary School and Nursery

Heath Hill Avenue

Full Governing Body Meeting

Minutes of the meeting on Thursday 25th November 2021
at 5.00pm. VIRTUAL MEETING (due to Covid-19 pandemic)

Present: Stuart Cager, Mary Carmichael, Martyn Giddens (Headteacher), Hasan Kara, Lydia Majic, Shahima Mohammed, Danielle Sherlock, Adrian Strange, Michael Stroud, Katharine Winks, Mark Dally (Associate Member), Sarah Miller (Associate Member), Andy Thomas (Clerk).

Apologies: Eugene Arnold, Rachal Daniels, Emily Winslade.

Absent: N/a.

1. Opening remarks

AS opened the meeting and welcomed those present.

2. Quoracy of meeting

The meeting was quorate.

3. Apologies/ attendance list

Apologies and attendance were noted as above.

4. Consideration of apologies

Apologies were duly accepted.

5. Declarations of interest

There were none.

6. Minutes of previous meeting

a) Minutes of FGB meeting held on Thursday 15th July 2021

The draft minutes had been circulated in advance.

b) Approval of minutes

The minutes were **agreed** as a true record.

c) Matters arising

The Action Points were deferred to the next meeting. **ACTION - AT**

7. Pupil Admission Number (PAN)

MG made reference to the papers circulated in advance of the meeting, which related to the Local Authority's proposal to reduce the school's PAN from 60 to 45 in Years 1 and 2. A public consultation was underway. The proposal was based on an increase in surplus places across the City.

Meetings had been held with the Local Authority. There was significant concern amongst parents and within the community. There were a number of concerns about the proposals, including full classes, mixed Years groups, adverse workload, impact on staff recruitment and retention and adverse impact on pupil progress and achievement.

The following were also noted:

- The school had high levels of disadvantaged pupils who would be adversely affected.

- The Headteachers of all seven affected schools had met to discuss the proposals.
- There were certain categories of school which had been excluded from the proposals – church schools, oversubscribed schools and Academies.
- The majority of pupils were from the local area.
- A petition was underway, which needed 1,250 signatures for the Local Authority to consider it valid.
- Concerns could also be registered on the Local Authority's online forum.
- Relevant Local Authority meetings were due to take place on 16th December and 10th January.
- FABS was organising a rally for 16th December.
- Most schools involved were not in deficit.
- Previous successful PAN appeals were being looked at to inform activity.
- The Local Authority was defining "good" schools as those which were over-scribed. However Bevendean Primary was a good school.
- Some children had an awareness of developments, depending on the level of involvement of their parents.
- The Local Authority had indicated that the number of pupils at the school could exceed the PAN if necessary.

There was a lengthy and detailed discussion, during which the following questions were asked:

- ***Why would mixed Year classes be necessary?*** A reduction in pupil numbers would have an adverse impact on the school's income. It may therefore be necessary to reduce staff numbers, resulting in a need for mixed classes.
- ***When was the deadline for places?*** The Reception deadline was 15th January 2022.
- ***The school had been the second choice for some of the existing Reception pupils, so was it necessary to raise the school's profile to ensure full subscription?*** There was insufficient demand for places. Publicity had been undertaken in the past but this had had no effect.
- ***The Local Authority seemed unclear about the impact of a mixed class scenario. Could the school therefore provide evidence in this regard?*** [Noted].
- ***Had the school previously had mixed Year groups?*** Yes, some years previously.
- ***Could evidence in this regard be provided by staff?*** A mixed Years group/ mixed curriculum was not an ideal situation. Learning and the quality of education would be reduced.
- ***How could an appeal to the Local Authority be taken forward?*** [Noted].
- ***Pupils with hearing impairment, which was a protected characteristic under the Equality Act, may be adversely impacted. Could this be raised?*** This matter had already been highlighted.
- ***Could an open letter from the school summarising the concerns/ arguments be produced?*** This was agreed.

- **Did the school need a representative for the 10th January Local Authority meeting?** Yes.
- **Could the option of changing school status be looked at?** Yes.
- **Should a demonstration at the school be organised in advance of 16th December?** Yes, this would be arranged for 9.15am on Friday 10th December. Pupils, parents and Governors would be invited to get involved.
- **What was staff morale like?** Staff were upset and angry. They were passionate about the issue and ready to campaign against the proposal. They were conscious of the adverse impact on the community. There was also anxiety about possible job losses/ redundancy.
- **Could the Local Authority really allocate pupils to the school over-and-above the PAN? Could any commitment be confirmed?** This had been followed up with no response. This would be raised again.
- **Could the Local Authority be asked to confirm the appeals process and timeline?** Yes this would be done.

Following debate the following Action Plan was agreed:

1. School to pull together evidence of the adverse impact of mixed year groups.
2. Ensure accuracy of data being considered by the LA.
3. Raise adverse equality impact re: pupils with hearing impairment.
4. Continue to push petition.
5. Martyn to issue letter to parents.
6. School to provide photocopying provision for local campaign material.
7. Feed concerns into online LA forum.
8. Support FABS rally 16th December.
9. Lydia to draft open letter summarising concerns/ arguments.
10. Lydia to compile questions for the LA.
11. Invite LA Committee members to see school.
12. Liaise with supportive Councillors.
13. Martyn to allocate rep for 10th Jan LA meeting.
14. Consider Academy option as required.
15. Consider Community school option as required.
16. School to organise rally - 9.15am on 10th December (pupils, parents, Governors).
17. School to encourage pupils to write letters/ involve school council.
18. Involve local businesses.
19. Mary, Adrian and Lydia to contact Argus and other media re: 10th December rally.
20. Martyn to issue email confirming timeline/ relevant dates.
21. Governors to attend Xmas performances at 9.30am and 11.00am on 6th, 7th, 8th and 9th of December; and to advise Andy of availability for same asap.
22. School to issue iPads to support signing of petition (including at above events).
23. Martyn to write to LA regarding latter's indication that allocation above PAN number might be possible.

24. *Obtain data to show that other schools are above BP&N's 22% spare capacity figure.*
25. *Seek confirmation from LA of appeals process/ timeline.*
26. *Adrian and Lydia to draft letter to parents and carers setting out post-FGB action plan.*
27. *Adrian and Lydia to draft letter to staff.*
28. *Adrian to attend staff meetings.*

ACTION – Governing Body/ as indicated

All present were thanked for the constructive debate.

8. Programme of meetings

This would be kept under review pending developments on the above matter. It was **agreed** that the priority was the PAN campaign.

It was possible that an Extraordinary Governing Body meeting may be called at short notice, particularly with regard to a report and recommendations to the Local Authority.

9. A.O.B:

a) Items notified in advance (5 days' notice required)

There were none.

b) Emergency items (requiring advance discussion with the Chair)

There were none.

10. Review of Action Points

AT would **write up and circulate the Action Points** arising from Item 7 ASAP [done the next day – 26th November].

11. Date of Next Meeting

This was pending.

12. Close of meeting

AS thanked those present for a positive meeting and for the passion expressed in relation to Item 7.

There being no further business, the meeting was closed.

***** Please see Action Points from this meeting on the following page**

Action points from FGB meeting held on 25th November 2021

Action	By	Person responsible
1. Defer Action Points from 15 th July FGB to next meeting [Item 6c].	January 2022	AT
2. Implement 28 point PAN campaign Action Plan as detailed [Item 7].	Immediate	Governing Body/ as indicated